

**TO:** Mayor and Board of Trustees  
**FROM:** Village Administrator Steve Stricker and Staff  
**SUBJECT:** Regular Meeting of April 11, 2011  
**DATE:** April 8, 2011

**PLEDGE OF ALLEGIANCE – Cub Scout Pack 69, Pleasantdale Elementary School**

**PUBLIC HEARING – FY 2011-12 Budget**

Enclosed is the President's Budget Message, along with the public hearing notice for the FY 2011-12 Budget. The Ordinance adopting the Budget is Item #6A on this agenda.

**6. ORDINANCES**

**A. FY 2011-12 Budget Adoption**

Enclosed is an Ordinance that adopts the FY 2011-12 Budget in the amount of \$16,163,700 as follows:

General Fund:	
Boards and Commissions	316,565
Administration	433,490
Community Development	466,750
Finance	279,500
Central Services	306,445
Police	4,423,285
Public Works	1,385,055
Buildings and Grounds	161,615
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Total General Fund	7,772,705
E-911 Fund	213,175
Motor Fuel Tax Fund	331,960
Hotel/Motel Tax Fund	385,955
Capital Improvements Fund	1,270,300
Sidewalks/Pathway Fund	231,475
Equipment Replacement Fund	228,405
Storm Water Management Fund	11,125
Debt Service Fund	687,830
Water Fund	3,911,210
Sewer Fund	266,865
Information Technology Fund	253,345
Police Pension Fund	599,350
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Total All Funds	16,163,700

**It is our recommendation:** that the Ordinance adopting the FY 2011-12 Budget be approved.

**B. Annex Certain Property (Surrounded Territory)**

As of this writing, it appears that a deal has been struck to create an annexation agreement between the Village, SAIA and the property owner. This agreement includes:

- Incorporation of all of the prior agreements associated with the installation of noise abatement improvements, with one additional requirement that SAIA construct a 16' noise wall across the entire north side of the property. Construction of the noise walls would begin as soon as possible.
- There will be no sunset provision provided in the agreement. In Exchange, the property owner will agree not to seek zoning for the truck depot during the 20-year life of the annexation agreement. In addition, the non-conforming-use status of the property will remain in place for up to one year after a truck depot tenant were to leave before the non-conforming use would go away.
- There will be a two-year moratorium after the noise barrier is installed prior to any new noise studies being conducted.
- SAIA/Rogulic will agree to pay the Village \$25,000 for expenses associated with negotiations and creation of the annexation agreement.

Mayor Grasso will further update the Board regarding this matter on Monday evening. If the Board is in agreement, the annexation agreement could be approved at the May 23 Board meeting.

**C. Special Use (7521 Brush Hill Road – GE)**

Attached is an Ordinance approving a special use request by General Electric International, Inc. to allow outside, overnight storage of trucks and other commercial vehicles in an existing parking lot. The property is located at 7521 Brush Hill Road. The Plan Commission recommended approval of this request.

**It is our recommendation:** that the Ordinance be approved.

**7. RESOLUTIONS**

**8. CONSIDERATIONS**

**A. Wireless Network Equipment/In-Car Data and Voice Connections**

In 2009 the Village began development of a Village-wide wireless network. The purpose of the network was to connect the three Village facilities, the Village Hall, Police Department, and Public Works together

and to provide network access to Village personnel and vehicles out in the field.

The critical first step was the installation of a high speed wireless backbone connecting the water towers with the Village Hall. After its installation, the backbone vastly improved the network connection speeds and reliability for Public Works. This year, the backbone provided the integration of the new Police facility into the Village's network. With a new facility, we also needed to upgrade our phone system. The wireless backbone provided a way to have a centralized voice network system at the Village that could be used at all three locations. Finally, the wireless backbone provided the foundation for the future expansion of the Village's network out into the field through wireless access points.

To start off the network development, Motorola provided the Village with two access points and a camera at no charge. The access points were installed at the Village Hall and at the Village Center. The camera was installed at the Village Center next to the Village Green, providing the public with views of Village Center events. In FY 2009-10, four wireless access points were purchased, making a total of six access points currently in service. The access points provide a network connection from the backbone on the water towers to the area where they are installed. It was thought that a good starting point for the four access points would be at the four schools, giving a north, south, east, west distribution. One access point was installed across from Gower School. However, Elm School, Pleasantdale Middle School, and Burr Ridge Middle School were too difficult due to distances, terrain, and trees, to get a direct line of site connection. Therefore, the remaining three access points were placed at Public Works, 83<sup>rd</sup> St. and 87<sup>th</sup> street.

With active network connections in the field, a test environment was created to link a Police squad car to the Village's data and voice networks. A mobile router, antenna, and a network phone were installed in a test squad car. The test environment proved highly successful, allowing a police officer to access the Village's data and voice networks in the squad car. With this setup, Police personnel will be able to conduct administrative tasks such as in-car report writing, access to state law enforcement or village databases and systems or phone communications through the Villages voice network. Applications such as the County's E-Ticket program will be able to be brought on line to assist officers in the field. The goal is to provide the officers the technology to remain in the field to perform their daily administrative tasks – increasing police visibility.

For FY 2010-11 we are requesting six additional access points, expanding the wireless network to a total of 12 access points in service. The plan for the six new access points is to cover the main Village streets, concentrating on County Line Road and 79<sup>th</sup> street. In order to provide in-car data and voice network connections, we are requesting 15 mobile routers and network phones for the Police Departments' squad, detective, and administration vehicles. Access points are to be purchased out of the

Information Technology Fund. Mobile routers and network phones are considered in-car communications and E-911 funds can be utilized for this purchase.

Access points and mobile car routers are items with direct pricing from Motorola. Competitive quotes for Cisco network phones were received from vendors with CDWG being the lowest bidder. In addition, \$3,000 in network services will be needed to configure vehicle routers to communicate to the Village's data and voice networks. Below is a summary of the project's costs:

		<b>COST</b>	<b>BUDGET</b>
Access Points (Includes Installation)	Convergence Technologies (Motorola)	\$33,414	\$33,260
In-car Mobile Routers (Includes Installation)	Convergence Technologies (Motorola)	\$33,495	\$52,500
Network Phones	CDWG (Competitive Bid)	\$7,371	\$7,500
Network Services	Orbis Communications (IT Consultant)	\$3,000	----
<b>Total</b>		<b>\$77,280</b>	<b>\$93,260</b>

Police Chief John Madden and Finance Director Jerry Sapp will give the Village Board a presentation Monday night on the status of the wireless network project and its planned uses and benefits.

**It is our recommendation:** that a contract for the purchase of wireless access points and mobile routers be awarded to Convergence Technologies in the amount of \$66,909, that purchase of network phones be awarded to CDWG in the amount of \$7,371 and that the Board approve network communication configuration services using the Village's IT consultant in an amount not to exceed \$3,000.

## **B Implementation of Social Media Sites**

To enhance communication with our residents, increase public awareness and understanding of the structure and functions of the Village government and inform residents about Village-related events and issues that may be of interest, staff is recommending that the Village of Burr Ridge create social media profiles/pages on Facebook, Twitter and YouTube. Attached please find a report providing an overview of social media, information about its users and applications to the for-profit and not-for-profit industries.

Village staff advises that social media, like the Village's other existing communication media, be used for one-way dissemination of information only and that the public commentary sections of each site be turned off.

There are no hard costs associated with these efforts as Facebook, Twitter and YouTube are free to join. Social media will assist the Village in its efforts to communicate important information about meetings,

services, programs and events in a faster and more efficient way than existing efforts and fill in the gap created by the elimination of traditional media sources like the newsletter. However, it should be noted that there is still a demand by residents for those traditional media sources and staff is not planning any further reductions.

Soft costs associated with the creation and maintenance of these accounts is minimal, using the same staff and division of duties utilized for the Village's website recreation and launch in 2010. Finance Director Jerry Sapp manages the technical aspects of the project and Assistant to the Administrator Lisa Scheiner will manage content. Attached please find a copy of the presentation that Ms. Scheiner will present to the Board.

Should the Board concur with staff's recommendation to launch social media profiles for the Village of Burr Ridge; staff will publicize these efforts as detailed in the report and prepare a social media policy for the Board's consideration at its April 25, 2011, regular meeting.

**It is my recommendation:** that the Board direct staff to create social media profiles for the Village of Burr Ridge

**C. Plan Commission Recommendation – Outdoor Dining**

Please find attached a letter from the Plan Commission recommending approval of a request by Cooper's Hawk Restaurant for special use approval to allow the construction and use of an outdoor dining area for an existing restaurant and for the continuation of the existing hours of operation. The property is located at 510 Village Center Drive.

The petitioner seeks to construct a raised concrete and stone deck on the back side of the existing restaurant (adjacent to the intersection of Lincolnshire Drive and Burr Ridge Parkway). The petitioner also seeks to renew the temporary extension of hours that allows the restaurant to stay open until 1 AM on Fridays and Saturdays rather than 12 Midnight.

Although not covered by an awning, the proposed deck and dining area are consistent in materials, location, and quality as the deck used by Topaz Restaurant. It was reported at the public hearing that the vast majority of condo owner/residents in the 540 Village Center building support both the outdoor deck and extended hours of operation. No police reports have been filed related to the extended hours of operation.

**It is our recommendation:** that the Board concurs with the Plan Commission and directs staff to prepare an Ordinance approving the special use request.

**D. Plan Commission Recommendation – Braemoor PUD Amendment**

Please find attached a letter from the Plan Commission regarding its

recommendation not to amend the Braemoor Planned Unit Development to increase the floor area ratio from 0.2 to 0.25 for Braemoor Units 1 and 2. The Braemoor PUD is located south of 83<sup>rd</sup> Street between County Line Road and Madison Street.

The Braemoor PUD restricts floor area to 20% of the lot area consistent with most other zoning districts and single-family residential subdivisions in the Village. However, it was noted during the consideration of two different zoning variations in 2010 that many of the homes in Braemoor were built prior to the creation of a floor area limit and that some of these homes exceed the permitted floor area. It was also noted that the adjacent Parkview Subdivision allows floor area to be 25% of the lot area. These two factors led the Plan Commission to request authorization from the Board of Trustees to consider an amendment to the Braemoor PUD allowing a floor area of 0.25 rather than the existing floor area of 0.2.

There were a dozen or more residents at the public hearing most of whom spoke against the amendment. The Plan Commission concluded that if a majority of the residents do not want an increased FAR, that the Village should not amend the PUD.

**It is our recommendation:** that the Board concurs with the Plan Commission and directs staff to withdraw this petition from further consideration.

**E. Phase III Professional Services for 91<sup>st</sup> Street LAPP Project**

The Village has been awarded \$123K in STP grant funds to resurface 91<sup>st</sup> Street between Madison Street and County Line Road (excepting the portions that were reconstructed by the County in 2007). Federally funded projects must comply with complex Federal documentation regulations and construction oversight in order for the project to be processed for payment. Federally funded projects also require full-time construction supervision (a construction manager must be on-site at all times when work is underway).

The 91<sup>st</sup> Street LAPP project is scheduled to commence in June, 2011, which will be concurrent with the 2011 Road Program (which will be supervised by Village Engineering staff). Also simultaneously, the Engineering Division will be preparing contract documents for the annual striping program, crackfilling program, and concrete program, and will be performing construction observation, plan review, and bond inspections for all private construction work occurring within the Village limits, as well as responding to service requests and overseeing the general operations of the Public Works Department.

Due to the number of conflicting projects scheduled for this construction season, it is recommended that consulting services be utilized for the Phase III Construction Engineering of this project. The FY 11-12 Budget includes \$22,000 for Construction Engineering and material testing

services.

The Village has solicited Phase III Engineering proposals from qualified professionals in accordance with the State QBS (Qualification Based Selection) statutes. Since this project is federally funded, it was particularly important to identify whether applicants had adequate experience processing federally-funded projects. The Village solicited proposals from three qualified candidates, Burns & McDonnell, The Thomas Engineering Group, and Engineering Resource Associates. Two proposals were received, from the Thomas Engineering Group and Engineering Resource Associates. The least expensive proposal was submitted by Engineering Resource Associates, who was also determined to be the most qualified firm based upon experience with the County's project on 91<sup>st</sup> Street in 2007. Therefore, the Engineering Division recommends approval of the Phase III Contract to Engineering Resource Associates, in the amount of \$20,801 (proposal includes material testing). Following approval by the Village Board, the approved proposal will be presented to IDOT.

**It is our recommendation:** that a contract for Phase III Professional Services for the 91<sup>st</sup> Street LAPP Project be awarded to Engineering Resource Associates in the amount of \$20,801 be approved.

**F. Contract for Chasemoor Lift Station SCADA Improvements**

The 2010-11 Budget includes \$40,000.00 for the control panel and SCADA upgrade of the Chasemoor sanitary sewer lift station. The Village possesses three (3) sanitary sewer lift stations, two of which have SCADA systems which enable the Village to be alerted to problems that occur; the Chasemoor lift station is the last needing to be upgraded to SCADA. The ability to instantly know when a problem occurs is extremely important and can help prevent sewage backups and the damage to both private property and the environment that is associated with sewage backups. Some of the parameters that would be monitored for the lift station are high wastewater levels, backup float control activation, pump failure, data failure (SCADA) and power failure. The Chasemoor lift station upgrade project includes the replacement of the existing control panel and electrical circuit breakers and the installation of current technology equipment with SCADA alarm capability. The new control panel will be installed in an above ground location; the existing control panel is below ground in a vault that requires confined space procedures to enter. This work also includes the installation of an exterior lift station condition indicator light. Computer integration will be accomplished under a separate contract with Mr. William Schmitz of Automatic Control Services who has installed and integrated all previous computer controls and SCADA system alarms.

The attached quotes for this work are the lowest that were received (see attachments). The lowest quote obtained was from OKEH Electric Company, of Arlington Heights, in the amount of \$47,000. This figure

includes the cost of all parts, equipment and labor to complete this project and is \$7,000 over the budgeted amount. However, sufficient funds are available in the Sewer Fund to cover this additional cost.

This budget overrun is due primarily to cost increases for the proprietary lift station control equipment that is manufactured by Metropolitan Industries. In order to achieve uniformity in control panel functionality and operational use, it is highly recommended that this lift station conform to installations that currently exist at the Village's two other lift stations.

**It is our recommendation:** that a contract for the electrical upgrades of the control panel and SCADA upgrade of the Chasemoor sanitary sewer lift station be awarded to OKEH Electric Company in the amount not to exceed \$47,000 and that work be scheduled to begin at the contractor's earliest convenience.

**G. Proclamation - Motorcycle Awareness Month**

The Village received an email from Eneyda Rodriguez, Assistant Public Relations Coordinator for A.B.A.T.E. (A Brotherhood Aimed Toward Education) of Illinois-South Suburban Chapter, requesting that the Village approve a Proclamation (enclosed) designating the month of May 2010 as "Motorcycle Awareness Month." A.B.A.T.E.'s goal is to raise awareness levels in all motorists that motorcyclists are returning to the roads and highways in greater number and, to this end, the organization is gaining support through Proclamations issued by local, county and state governments.

**It is our recommendation:** that the Proclamation be approved.

**H. Proclamation - Arbor Day Week**

Attached is a Proclamation designating April 24 to April 30, 2011, as "Arbor Day Week" in the Village of Burr Ridge. Our annual Arbor Day Program will be held at Gower School on Friday, April 29.

**It is our recommendation:** that the Proclamation be approved.

**I. Approval of Vendor List**

Enclosed is the Vendor List in the amount of \$82,105.11 for all funds, plus \$180,671.98 for payroll, for a grand total of \$262,777.09. The Vendor List includes the following special amount:

- \$19,175.76 – HDR Engineering for Phase 2 Madison/Joliet Road intersection engineering

**It is our recommendation:** that the Vendor List be approved.